

Fig. 1

ETRAV Workstation Login

Username:

Password:

Fig. 2

50

60a



Welcome to the eTrav.com Workstation.

This role-based management workstation is designed to bring online, and help make more efficient, eTrav's business process. An Intranet/Extranet database application, it is used to collect and manage Journey information, while presenting a logical and consistent path throughout the eTrav Journey managing process.

eTrav Workstation is designed to be used with Microsoft Internet Explorer 5.01 or above.

- **Journey Maker**
The Journey Maker is used to assemble entire Journeys using the pieces created in the Content Manager. These pieces may also be created in the Journey Maker. The Journey creation process follows a pre-defined path, called a *wizard*, for ease of use. This workstation automates the creation of a Journey, and the simultaneous creation of a unique and dynamic Journey Website, accessible through password authentication over the public Internet.
- **Content Manager**
The Content Manager is a data entry tool used to add, modify, and delete disparate Couriers, Vendors, Travelers, Itineraries, Core Days, Services, Locations, and Group Leaders, the units that make up a Journey.
- **Operations Manager**
The Operations Manager, to be added in the next phase, is a services management tool.
- **Administrator Manager**
The Administrator Manager allows the administrator to create, modify, and assign workstation user roles.
- **Reports**
The Reports Module permits access to view and print various reports.
- **Log Out**
Click on this link to log out.

Fig. 3

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Journey Tracker Client Services Operations Manager Admin Manager Reports Log Out

Journey Search

Search for a Journey using any number of the following parameters. If you know the Journey is not in the database, click the following button

Create a New Journey

Journey Name:

Location:

Dep. Date Range: to

Group Type:

Price Range (US\$):

Find

Fig. 4

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Journey Details

Journey Name:

Journey Login Code:

Journey Summary:

Departure Date:

Departure City:

Arrival Date:

Arrival City:

Return Date:

Return City:

Journey Status:

Preferred Price Range:

Lockout Period Date:

Full Payment Due Date:

Update Bulletin (if any):

Bulletin Text:

Fig. 5

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Previous **Next**

Page 1 of 4

Fig. 5b

80C

Journey Travelers

Select Type of Group: Adults

Projected # of Group Leaders: 2

Actual # of Group Leaders: 1

Cancelled # of Group Leaders: 1

Projected # of Asst. Leaders: 2

Projected # of Travelers: 30

Actual # of Travelers: 1

Cancelled # of Travelers: 1

Maximum # of Travelers: 35

Total # Paying Travelers: 1

Requested # of Airline Seats: 1

Confirmed # of Airline Seats: 1

Requested # of Land Places: 1

Confirmed # of Land Places: 1

Previous Next

Page 2 of 4

Fig. 6

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Show Audit History

Journey Requests

Air Preference:

Land Preference:

Overnights:

Hotels and Flights:

Hotel Information:

Flight Information:

Courier:

First Name:

Last Name:

Area of Expertise: Select a Location

Venice: a hotel off of the Brenta Canal. Upgrade Dinner on arrival
Florence(4), Venice(2), Verona(1), Lake Como (1)

On the website, this information will appear in the hotels and flights subsections under Itinerary.

Fig. 7

100

Show Audit History

System Calculations and Stipulations

<p>Projected # of Travelers: 30</p> <p>Budgeted Cost For Air: \$ 0</p> <p>Budgeted Cost For Land: \$ 0</p> <p>Total Budgeted Costs: \$ 1509</p> <p>Tax: \$ 87</p> <p>Registration Fees: \$ 95</p> <p>Other: \$</p> <p>Total Required Fees: \$ 162</p> <p>Enrichment Fee: \$</p> <p>Margin: \$</p> <p>Traveler Price: \$ <input type="text"/> Calculate</p>	<p>Projected # of Group Leaders: 1</p> <p>One Free Fare: <input type="text"/> 0</p> <p>Pro-Rate: \$ <input type="text"/></p> <p>Enrichment Fee: \$ <input type="text"/></p> <p>Group Leader Stipend: \$ <input type="text"/> -2030</p> <p>Group Leader Experience Bonus: \$ <input type="text"/> 0</p> <p>Group Leader Incentive: \$ <input type="text"/></p> <p>Margin: \$ <input type="text"/></p> <p>Group Leader Price: \$ <input type="text"/> Calculate</p>
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Previous Finish ← 100a

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Audit

Fig. 8

← 110

Journey Maker Content Manager Operations Manager Admin Manager Reports

Bahama Bounty Journey 3

- Itinerary
- Group Leader
- Asst. Group Leader
- Courier
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

Journey Details

Journey Name: Bahama Bounty

Journey Login Code: strajourney69

Journey Summary: Itinerary for printing.

Departure Date: 01/31/2001 mm/dd/yyyy

Departure City: New York City, USA

Arrival Date: 01/31/2001 mm/dd/yyyy

Show Audit History

Fig. 9

← 120

Journey Maker Content Manager Operations Manager Admin Manager Reports

Treasures of France Journey 3

- Itinerary ← 130a
- Group Leader
- Asst. Group Leader
- Courier
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

Create a new Itinerary ← 130c

Find an Itinerary to assign to the Journey using any or all of the following parameters. If you know the Itinerary is not in the database, click the following button.

Itinerary Name:

Trip Length (Days): All

Price Range (US\$): All

Location 1: Select a Location

Location 2: Select a Location

Location 3: Select a Location

Find!

130b

Fig. 10

← 130

Journey Maker Content Manager Operations Manager Admin Manager Reports

Treasures of France Journey 3

- Itinerary
- Group Leader
- Asst. Group Leader
- Courier
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search**

You are creating a new Itinerary

Name:

Description:

Departure City: Select a Location

Location 1: Select a Location

Location 2: Select a Location

Location 3: Select a Location

Price \$: 00.00

Main Journey Image: Browse

Main Itinerary Image: Browse

Fig. 11

← 140

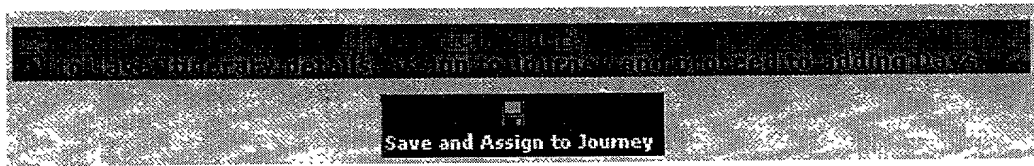
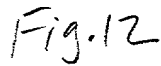
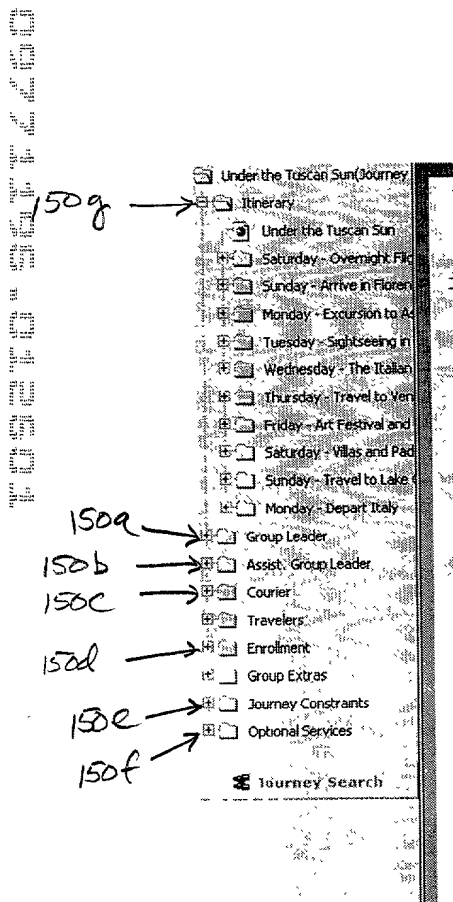


Fig. 11b.



150

Edit an Itinerary [Show Audit History](#)

You are editing an Itinerary.

Name: Under the Tuscan Sun

Description: Alfred and Kitty Savia invite you to join their second Italian tour. By next year, the crowds of Millenium and Jubilee tourists should have

Departure City: Indianapolis,USA

Location 1: Florence,Italy

Location 2: Venice,Italy

Location 3: Verona,Italy


Price \$: 0

Main Journey Image: [Browse...](#)

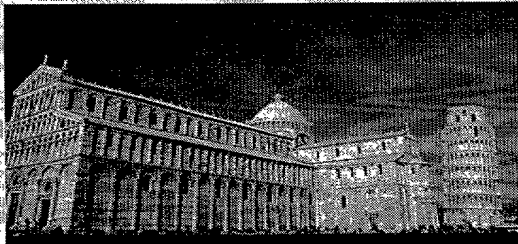
Fig.13

←160

Main Itinerary Image: [Browse...](#)



Itinerary Image 2: [Browse...](#)



Itinerary Image 3: [Browse...](#)

Fig.14

Itinerary Day List:

Day	Move	Name	Type	Price	Delete
1	↕	Saturday - Overnight Flight	CustomDay	\$0	🗑️
2	↕	Sunday - Arrive in Florence	CustomDay	\$0	🗑️
3	↕	Monday - Excursion to Assisi	CustomDay	\$0	🗑️
4	↕	Tuesday - Sightseeing in Florence or Optional Excursions to Hill Towns	CustomDay	\$0	🗑️
5	↕	Wednesday - The Italian Riviera	CustomDay	\$0	🗑️
6	↕	Thursday - Travel to Venice	CustomDay	\$0	🗑️
7	↕	Friday - Art Festival and Sightseeing in Venice	CustomDay	\$0	🗑️
8	↕	Saturday - Villas and Padua	CustomDay	\$0	🗑️
9	↕	Sunday - Travel to Lake Como	CustomDay	\$0	🗑️
10	↕	Monday - Depart Italy	CustomDay	\$0	🗑️

Click here to save Itinerary details and proceed to adding Days.

Save Now Unassign from Journey Save as Classic Itinerary Audit

Fig. 15

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Show Audit History

You are editing a Day

Name: Saturday - Overnight Flight

Description: We connect to Indianapolis on Saturday, June 23rd and fly overnight to Florence.

Overnight City: Overnight Flight

Budgeted Cost: \$ 0 (numeric only)

Add New Links:

Link Name	URL	Add
		+

Click here to save Day details and proceed to adding Services.

Save Now Unassign from Itinerary Save as Core Day Audit

Fig. 16

Click here to save Day details and proceed to adding Services.

Fig. 16 b

170a

You are creating a new Service.

Service Overview:

Description:

Category:

SubCategory:

Class:

Location:

Season:

Budgeted Cost:

Image:

Fig. 17

← 180

Itinerary => Day

Click on the link to go back to the Day Detail page.

[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

SubCategory:

Class:

Location:

Fig. 18

← 190

Itinerary => Day

Click on the link to go back to the Day Detail page.

[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

SubCategory:

Class:

Location:

Fig. 19

← 195

Group Leader History

You are editing a Group Leader

Group Leader First Name: Bob

Group Leader Middle Initial:

Group Leader Last Name: Gehring

Biography: Dr. Gehring teaches at the University of Southern Indiana.

Level of Experience: Standard

Travel History: Dr. Gehring loves to travel.

Group Leader Type: Assistant (in active journey)

Referred By: Sheila

Mentor Request: Yes No

Group Type: Adults

Fig. 20

← 200

Journey Maker

Peruvian People/Journey Summary

Library

Group Leader

Assistant Group Leader

Counselor

Travelers

Enrollment


Group Extras

Journey Constraints

Optional Services

Journey Search

Answer to Secret Question: adler

Photo: 

Browse

Fig. 21

← 205

Enrollment Information

Enrollment Charges (USD)	Enrollment Dates
If Over 25, Adult Surcharge: 0	
Early Enrollment Credit 1: 0	Date of Early Enrollment 1: 08/15/2000
Early Enrollment Credit 2: 0	Date of Early Enrollment 2: 11/15/2000
Early Enrollment Credit 3: 100	Date of Early Enrollment 3: 11/15/2000
Late Enrollment Surcharge: 100	

Save Now

Fig. 22

← 210

Enrollment Constraints

Specify enrollment Constraints. Choose a method of constraining enrollment by selecting a radio button on the left.

☐ Open Enrollment - Anyone can register.

☒ Yes / No Prerequisite - Enter Question:
(This question must be worded in such a way that only a "Yes" response will permit the applicant to enroll)

Have you spoken to Dr. Gehring about signing up for this trip?

Save Now

Fig. 23

← 220

Optional Services Assigned to the Journey

Name	Description	Price	Lockout Date	Options
Insurance	Travel Protection Plan	\$70	J6/11/2001	Not Valid

Template Optional Services

Name	Description	Price	Lockout Date	Location	Alternate Date	Options
Alternate Departure City		\$0		Select a Location	Not Valid	
Alternate Foreign Return City		\$0		Select a Location	Not Valid	
Extended Stay		\$125		Not Valid		
No Airfare		\$0		Not Valid	Not Valid	
Stay Upgrade-Double		\$18		Not Valid	Not Valid	
Stay Upgrade-Single		\$60		Not Valid	Not Valid	
Stay Downgrade-Triples		\$10		Not Valid	Not Valid	

Create new Optional Service

Name	Description	Price	Lockout Date	Options
		\$0		

*: If applicable

Fig. 24

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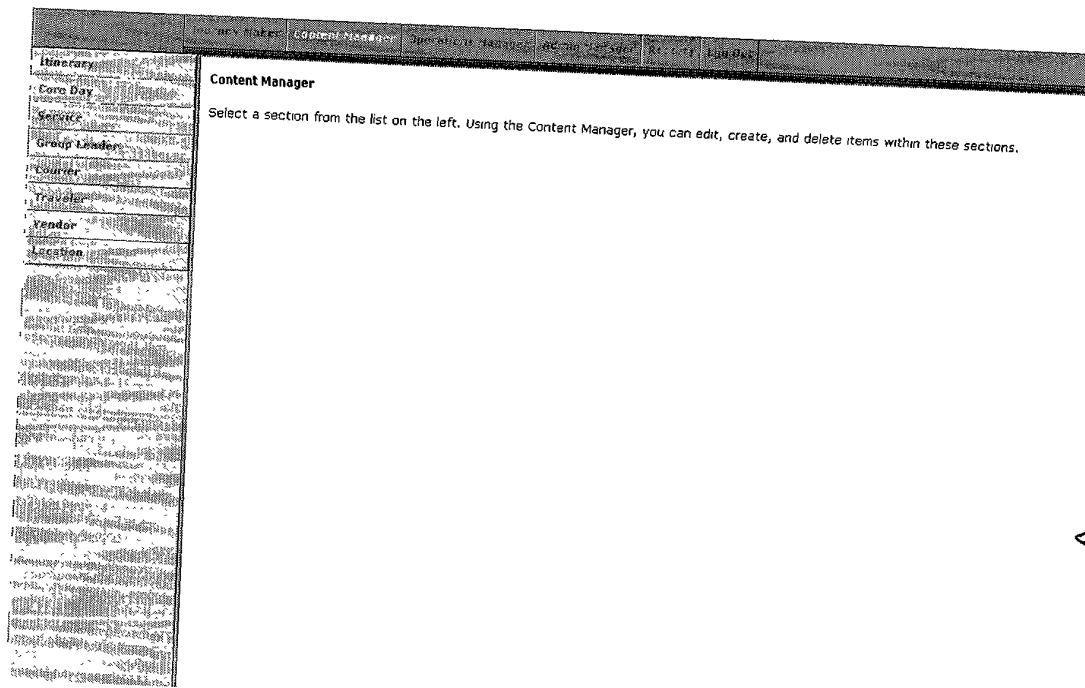


Fig. 25

← 240

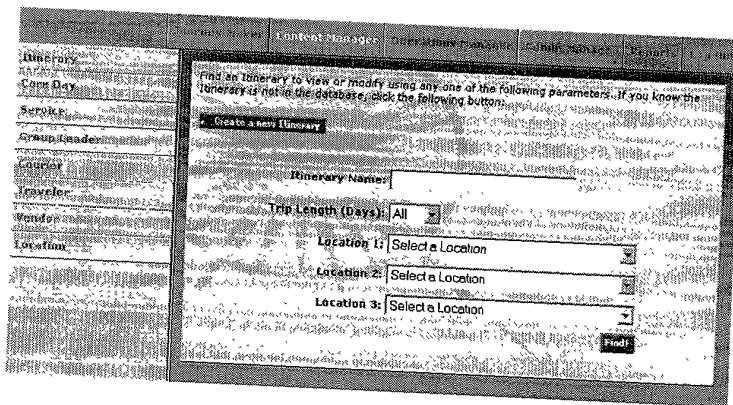


Fig. 26

← 250

097446060

Services Search Results List

Select a service using the radio buttons on the left. Then, perform an action using the bottom buttons.

Didn't find what you are looking for?

[Toggle Service Search](#)

[Create Booking Record](#)

Service Name Click to View	Date	Status	Category	Subcategory	Class	Journey Name	# of Travelers	Budgeted Cost	Location
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension)-HB Paris Standard	05/01/2000	Needed Accommodation	Hotel Bed Breakfast (Half Pension)	Standard	Paris Avec Nos Amis		9	42.05	Paris, France
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax)-TFS A-H Madrid-Normal	03/19/2001	Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax)	Normal	Capitcho Arabel		25	6.54	Madrid, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension)-HB TOL Toledo Standard	03/19/2001	Needed Accommodation	Hotel Bed Breakfast (Half Pension)	Standard	Capitcho Arabel		25	36	Toledo, Spain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax)-TFS A-H Madrid-Normal	07/06/2000	Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax)	Normal	This is a test		10	6.54	Madrid, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension)-HB TOL Toledo Standard	07/06/2000	Needed Accommodation	Hotel Bed Breakfast (Half Pension)	Standard	This is a test		10	36	Toledo, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension)-HB LON London Standard	01/01/2001	Needed Accommodation	Hotel Bed Breakfast (Half Pension)	Standard	European Odyssey		15	49.19	London, Great Britain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax)-TFS A-H London-Normal	01/01/2001	Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax)	Normal	European Odyssey		15	11.62	London, Great Britain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax)-TFS A-H Madrid-Normal	06/10/2001	Needed Local Transfer	Airport to Hotel by Transfer Bus (26-46 pax)	Normal	Capitcho Arabel		25	6.54	Madrid, Spain

[Create Booking Record](#)

Fig. 27

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[Home](#)
[Contact Us](#)
[About Us](#)
[Admin Manager](#)
[Reports](#)
[Logout](#)

User Search

Search for users using any number of the following parameters or:

[Create a New User](#)

User ID:

User First Name:

User Last Name:

User Role:

Fig. 28

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[Home](#)
[Contact Us](#)
[About Us](#)
[Admin Manager](#)
[Reports](#)
[Logout](#)

Reports

Select a report from the list on the left. Using the Reports Section, you can view and print reports within these sections

[Waiting List](#)
[Pending List](#)
[Operations](#)
[Land Service](#)
[Day by Day](#)
[Ticketing List](#)
[Air Service](#)

280a →

Fig. 29

← 280

007443600504

Operations Report Mon Nov 13 12:43:50 2000

Start Date: 12/1/00 (mm/dd/yyyy)
 End Date: 7/1/01 (mm/dd/yyyy)
 Location: All
 Group Leader Last Name:
 US Departure City: All

12/01/2000 - 01/02/2001

Group Leader	Journey Name	Journey Code	Journey Status
Car-Hok, Barbara	2500000	W0000	Booked

USA: London, Great Britain
 IAC: London, Great Britain
 Overnights: London(7)
 Fees: \$1695 Adult, \$1110 Student
 Air Preferences: HK25/CO
 Internal Flight: F

GL Traveler: Journey Director: To be assigned
 Projected: 35
 Actual: 17
 Max Travelers: 40

Group	NAF	ALT/EXT	Waitlisted	Total Conf
Air	15	0	0	0

Land: Adults: Students: Waitlisted: Total Conf: 0
 Land Preferences: want the National Theatre
 Journey Director Preferences:

Fig.30

← 290

Operations Report Mon Nov 13 12:43:50 2000

Start Date: 06/07/2001 - 06/20/2001

Group Leader: Van Winkle, Marty
 Journey Name: 2500000
 Journey Code: W0000
 Journey Status: Booked

USA: Detroit, USA
 IAC: Madrid, Spain
 IDC: Malaga, Spain
 Overnights: Segovia(2), Madrid(2), Toledo(1), Seville(2), Granada(1), Almunecar(4)
 Fees: \$2945 Adult, \$2679 Student
 Air Preferences: HK20/NW
 Internal Flight: F

GL Traveler: Journey Director: To be assigned
 Projected: 25
 Actual: 18
 Max Travelers: 25

Group	NAF	ALT/EXT	Waitlisted	Total Conf
Air	12	0	0	0

Land: Adults: Students: Waitlisted: Total Conf: 0
 Land Preferences: want the National Theatre
 Journey Director Preferences:

Totals: Number of Groups: 232
 Projected: 636
 Actual: 364
 Confirmed: 3897
 Land: 604

Fig.31

← 300

Waiting			Day-by-Day Report		Mon Nov 12-12 4:03 PM
Scheduling List	<input type="button" value="Select"/>				
Departments	<input type="text"/>				
Land Service	<input type="text"/>				
Day by Day	Start Date:	11/23/00	(mm/dd/yyyy)	End Date:	07/20/01
Trucking List	Location:	<input type="text"/> Or <input type="text"/>		<input type="button" value="Print All"/>	
Log Service	<input type="button" value="Submit"/>				

☐ Main ☐ Print ☐ Help ☐ Maximize ☐ Search ☐ Filter ☐ Reports ☐ Tools

Day-by-Day Report
Mon Nov 13 12:46:48 2000

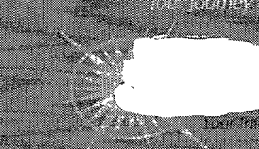
Selects

Start Date: (mm/dd/yyyy)
 End Date: (mm/dd/yyyy)
 Location: OR

Report Date:


Party Name	City	Group Leader	Assistant G/L's	Travel Exp.	AD Name	Hotel Info	Group	Travel
Paris Ave Nos Arms	Paris	(Baskin, Nina)		1	(Baskin, Nina)	Hotel Baskinville // Rue Viale 19 77511 Paris // Telephone 01 33 1 45 76 40 78 / Fax 01 33 1 45 76 70 48	Adults	
Overnight flight from the United States. Duffel Airport is a great place to start your adventure in Paris, watching the stars arrive two hours before flight time so that you can relax and enjoy yourself before the night.								
Journey Name	City	Group Leader	Assistant G/L's	Travel Exp.	AD Name	Hotel Info	Group	Travel
Paris Ave Nos Arms	Paris	(Baskin, Nina)		1	(Baskin, Nina)	Hotel Baskinville // Rue Viale 19 77511 Paris // Telephone 01 33 1 45 76 40 78 / Fax 01 33 1 45 76 70 48	Adults	
Arrive in Paris and there is a lot to see. And take a walk along the Seine, and make your way to the Eiffel Tower. Be sure to take a Parisian tour. There are many tour operators in Paris.								
Journey Name	City	Group Leader	Assistant G/L's	Travel Exp.	AD Name	Hotel Info	Group	Travel
Paris Ave Nos Arms	Paris	(Baskin, Nina)		1	(Baskin, Nina)	Hotel Baskinville // Rue Viale 19 77511 Paris // Telephone 01 33 1 45 76 40 78 / Fax 01 33 1 45 76 70 48	Adults	

A rendezvous with your guide at 9:30 this morning for a walking Tour around the Ile de la Cité. You will especially enjoy the Medieval churches in the Museum City. Your are free to spend the afternoon to journey to the top of the Eiffel Tower and visit the Louvre. Why not have dinner in Montmartre.



Your Journey Begins

(Please Wait...)



Unforgettable journeys start with just one step. Please enter your login information in the spaces on the right, and let your journey begin.



New information and details will be added as your departure date grows nearer, so please check back frequently. Additional information will be posted for your friends and family while you are abroad.

Happy Traveling!

Please Login

Journey Code:
 Username: *(If you have not yet registered, use "Guest" as your Username.)*
 Password: *(Guests do not need to enter a password.)*

Forgot your Password?

[OurJourney](#) | [Itinerary](#) | [RegisterOnline](#) | [ContactUs](#) | [InsuranceInfo](#) | [TravelResources](#)

[OurJourney](#)
[Courier](#)
[Group Leader](#)
[Group Resources](#)


OurJourney: Cuba: Exploration and Rediscovery

Welcome, Guest

- 340a → Register for this Journey online and receive a free phone card! Registering is easy!
- 340b → Click here if you have already registered and would like to login.

Special Bulletin

A bulletin from eTravel: Breakfasts are provided every day during the trip. You will be free for lunches and dinners, so that you will have the opportunity to sample local restaurants as well as "home style" cooking at Palladars.



[View Itinerary](#)

Itinerary Overview

Departure City: Boston, USA
Departure Date: 10/27/2000
Return Date: 11/04/2000
Duration: 9 Days

Base Costs

Adult Program Fee: \$2399
Tax: \$87
Registration Fee: \$95

Cuba: Exploration and Rediscovery

Summary: While much of the forty-year-old economic blockade remains in place, the longstanding cultural blockade is lifting. US policy is now encouraging cultural visits and exchanges. This "people to people" program is sponsored by the Massachusetts Foundation for the Humanities. It provides a unique opportunity to explore this amazing country, and to build a bridge of understanding with its people.

Exploring Cuba: Exploration and Rediscovery

- Who's going to take you from place to place? Meet your [Courier](#).
- Guess what? There's a page on this site devoted entirely to your [Group leader\(s\)](#).

Fig. 35

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- Step 1: Select Age Group » Step 2: Create My Account » Step 3: Confirm My Account » Step 4: Accept Terms and Conditions » Step 5: Accept Release Form » Step 6: Select Journey Options » Step 7: Make Payment

Step 1: Select Age Group

Welcome to the eTrav online registration process.
Please follow the easy seven-step registration process to join this journey.

eTrav.com Registration:



To begin, please tell us the following:

Age Group:

Register for this Journey online and receive a free phone card for use

Fig.36

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Login Information

Please enter your personal login information. This will be your username and password for all future logins and should not be shared with any unauthorized persons.

Username:

Password:

Password Reminder:

Choose a question to which only you know the answer, and that has nothing to do with your password. If you forget your password, we'll verify your identity by asking you what your secret question was, and its answer. If you provide this information correctly, we'll give you a Password Reminder.

Secret Question: What are the last 4 digits of your social security number?

The Answer:

Account Information (Required information is in bold)

Traveler Prefix: Mr

First Name:

Middle Initial:

Last Name:

Address Line 1:

Address Line 2:

City:

State/Province:

Zip Code:

Country: USA

Email Address:

Home Phone #: (include area code)

Work Phone #: (include area code)

Sex: ☐ Female ☐ Male

Date of Birth: (mm/dd/yyyy)

Billing Address (Required information is in bold)

Same as above: ☐

(If not, please fill in the following billing information)

Billing Address Line 1:

Billing Address Line 2:

City:

State/Province:

Zip Code:

Country: USA

Fig. 37

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Credit Card Information

If you wish to make an on-line payment via credit card, please fill in the following information. Your credit card will not be charged until you authorize us to do so at the end of your registration process. On-line payments are processed via the Cyber Cash system through a secure server directly to the eTravel Escrow Account at Citizen's Bank of Boston.

Credit Card Holder's Name: (as written on card)

Credit Card Type: Select a Card

Credit Card Number: (without the spaces)

Expiration Date: (mm/yy)

Traveling With a Spouse?

If you are traveling with your spouse, please enter the following information. Please note that your spouse must also complete the registration process.

Spouse's First Name:

Spouse's Last Name:

Emergency Contact Information

This is only required if under 18 years of age, but it is helpful to us if everyone completes this section.

Emergency Contact First Name:

Fig. 38

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Step 3: Confirm My Account

Thank you for completing Step 2, Gregory. Please confirm the accuracy and completeness of your account information below.

Please Note:

- Upon return to etravjourneys.com, enter your Journey Code, your Username (not "Guest") and your Password. Your username is **gsreich**.
- You may view or modify your account information under the section **My Account**.

Account Information for 'gsreich'

[Click here to make modifications.](#)

Traveler Name: Mr. Gregory's Reich

Address: Ocean View Dr

Dorchester, MA 02119
USA

Billing Address: Ocean View Dr

Dorchester, MA 02119
USA

Email Address: greich@hotmail.com

Home Phone #: 617-740-8330

Work Phone #: 617-740-8330

Organization:

Sex: Male

Date of Birth: 09/14/1976

Traveler Type: Student

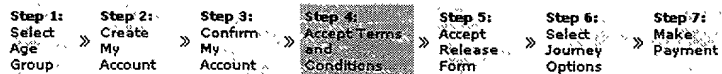
**Prior eTrav
Experience:**

To proceed to Step 4,
please click here:

[Continue >>](#)

Fig. 39

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Step 4: Accept Terms and Conditions

To print a copy of the eTrav Terms and Conditions for your records, click **File** and select **Print** from your web browser.

The following Terms and Conditions apply to all eTrav Journeys, and must be agreed to by every participant before registering.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Terms and Conditions and proceed to step 5. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

Terms and Conditions

- [Departing From a Different US City](#)
- [Extending Your Stay](#)
- [Purchasing Your Own Airline Ticket](#)
- [Financial Security](#)
- [Airlines, Tickets and Luggage](#)

Fig. 40

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Step 5: Accept Release Form (Student)

To print a copy of the eTrav Release for your records, click File and select Print from your web browser.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Release and proceed to step 6. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

This Release is for use by those participants under 21 years of age. Before you may complete this registration, participants below age 21 must have a parent or legal guardian read and accept the eTrav Terms and Conditions and this Release. If you are 21 years of age or older, please go back to the first Registration screen and select the appropriate age category.

Release:

As proof of parental/guardian consent, eTrav requires one of the following:

(a) initial payment be made online at the conclusion of the registration process using a VISA or MasterCard issued in the name of your parent or guardian.

Or,

(b) a printed Registration Form signed by your parent or guardian be forwarded to eTrav with the initial payment. You may print a copy of the Registration Form at the conclusion of the online registration process for mailing to eTrav.

Fig. 41

← 400

Step 6: Select Journey Options

Below is a list of Journey Options available to individual travelers on this Journey. If you are interested in adding an option to your standard eTrav Journey, click "Select" beside the desired option's price.

Journey Options:

Miscellaneous Options:

<input checked="" type="checkbox"/> Insurance	Price: \$70	<input checked="" type="button" value="Select It"/>
Description: Travel Protection Plan		
<input checked="" type="checkbox"/> Tax Deductible Contribution	Price: \$100	<input checked="" type="button" value="Select It"/>
Description: The Massachusetts Foundation for the Humanities		

Alternate Departure Cities:

If you want to depart from a different location than the eTrav group, click the *Select It* button.

<input checked="" type="checkbox"/> Depart From Boston, USA	Price: \$190	<input checked="" type="button" value="Select It"/>
Description: Boston Gateway for departure and return		

Fig. 42

← 410

Your Selections:

You have not selected any options. Select options, or proceed by clicking the *Continue* button.

Click continue button when finished:

Confirm your selections and make a payment.

Congratulations. You have registered for this Journey!
You may now proceed to the Payment process. On this page, review and confirm your journey options and then select payment method.

Selected Options:

[<< Modify](#)

No optional services have been selected. To add optional services, click the *Modify* button.

Journey Price:	\$1989
Tax:	\$87
Registration Fee:	\$95
Options Total:	\$0
Total Cost:	\$2121
Other Credits:	\$0
Other Debits:	\$0
Amount Paid:	\$0
Current Balance:	\$2121

Select a Payment Method

(We recommend you pay online by using our secure online payment option for MasterCard or Visa.)

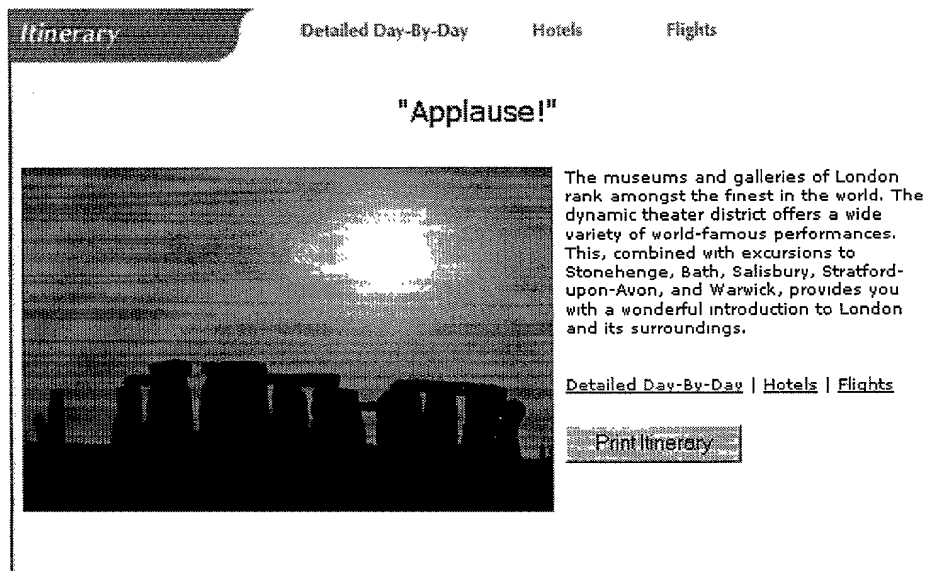
[Pay Online >>](#)

(Use this button to print an invoice to mail to eTrav with your payment.)

[Print Bill](#)

Fig. 43

420



Applause!

1. **Day 1**
Overnight flight from the United States.
2. **Day 2**
Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.
3. **Day 3**
A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater performance in the West End.
4. **Day 4**
A full day excursion to Neolithic Stonehenge, charming Bath, and Salisbury with its majestic cathedral. Back in London in time for dinner.
5. **Day 5**
Participate in a Shakespearean workshop at the Globe Theatre, a recreation of the theater where Shakespeare's plays were performed. This includes a tour followed by an interactive workshop with one of the Globe's own actors. This afternoon, why not cross the River Thames and visit the famous Tower of London? Count the ravens and marvel at the priceless splendor of the Crown Jewels. This evening enjoy your second theater performance.

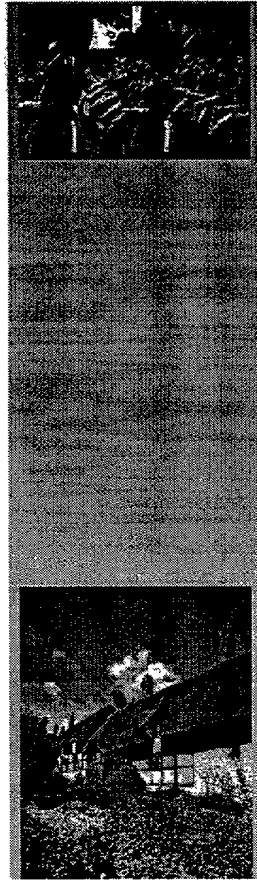


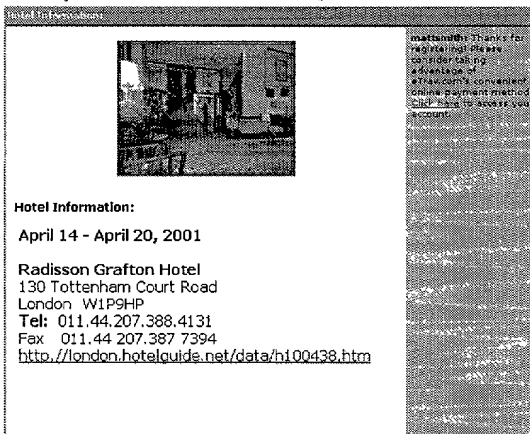
Fig. 45

← 440

Detailed Day-By-Day:	
Day 1: Overnight Flight	Date: 4/13/2001
Overnight flight from the United States.	Web links: <ul style="list-style-type: none">• Suggested Reading - England
Day 2: Arrival in London	Date: 4/14/2001
Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.	Web links: <ul style="list-style-type: none">• Map of London• Tube Map
Day 3: Guided tour of London-Theater performance	Date: 4/15/2001
A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater	Web links: <ul style="list-style-type: none">• St Paul's

← Fig. 45b
450

460 Fig. 45c



470 Fig. 45d

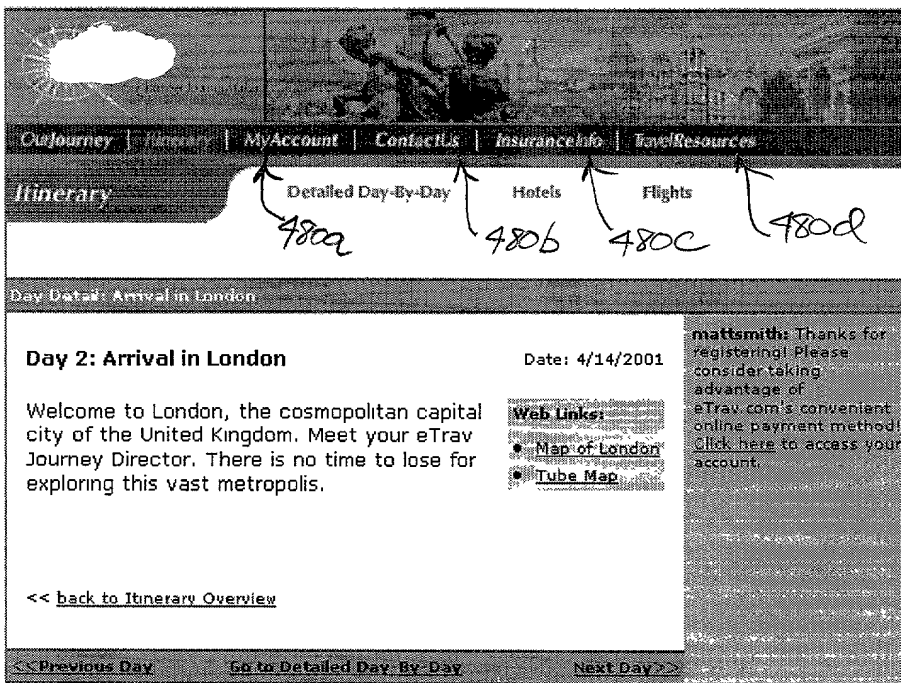
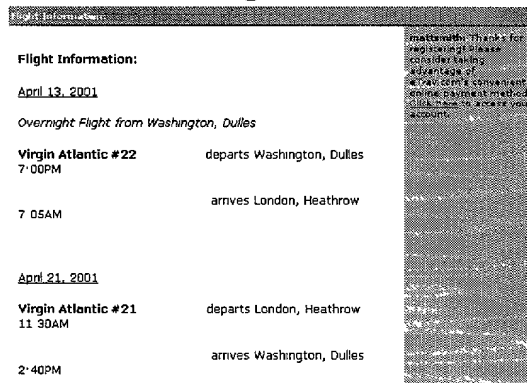
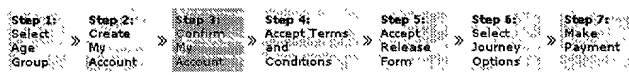


Fig. 46

480



Step 3: Confirm My Account

Account Information for mattsmith

Click here to make modifications

Traveler Name: Matt Smith

Address: Governor's School
109 Campus Drive
Alberta, VA 23821
US

Billing Address: P.O. Box 326
19524 Lundy's Rd
Dinwiddie, VA 23841
US

Email Address: mattsmith35@hotmail.com

Home Phone #: 804 469 3511

Work Phone #: 804 949 0069

Organization: Governor's School

Sex: Male

Date of Birth: 03/21/1974

Traveler Type:
Prior eTrav Experience

If you like, feel free to [contact us](#) for more information.

You may return to the [Our Journey](#) page by clicking the [Return](#) button.

[Return](#)

Fig. 47

← 490

[Our Journey](#) | [Itinerary](#) | [My Account](#) | [eTravel](#) | [Insurance Info](#) | [Travel Resources](#)

Contact Us

eTrav is headquartered in Boston, Massachusetts. For more information, please contact us at:

Educational Travel Alliance (eTrav) Inc.
Statler Building - Suite 630
20 Park Plaza
Boston, MA 02116 USA

877-77-eTrav (toll free)
617-695-9099 (tel)
617-695-9899 (fax)
617-803-9284 (after hours emergencies)
info@etrav.com

eTrav West Coast
5615 W. Acoma Drive #33
Glendale, AZ 85306 USA
877-877-1862 (toll free)
602-564-8006 (fax)
hroughton@etrav.com

Travel with People you Know

 Katherine Eika	 Anna Mae O'Shea	 Steve Hart
 Eric Schuessler	 Charlotte Dietz	 Hayes Roughton
 Sheila Walsh	 Angie Beauchamp	 Joshua Stello

Fig. 48

← 500

Insurance Info

Your . . . Membership Fee includes **Health and Accident Insurance Coverage**. This insurance is in force during your eTrav trip when you board your flight from your eTrav departure city. eTrav also recommends that participants purchase the **Comprehensive Trip Coverage Plan**.

Health and Accident Insurance Plan

Benefits Included in Membership Fee:

- o Health/Accident Insurance Coverage Abroad up to \$5000.
- o Twenty-Four Hour Emergency Medical Assistance, Consultation and Monitoring.
- o Emergency evacuation where deemed necessary by the Emergency Medical Assistance Provider.
- o A one way economy ticket home in the event it is deemed necessary by the Emergency Medical Assistance Provider.
- o A roundtrip economy ticket will be provided to bring a family member to the bedside of a traveler less than 25 years of age in the event the need to be in the hospital for more than three days.
- o Twenty-Four Hour Emergency Assistance for Cash Transfers, Lost Documents, and Legal Assistance.

Comprehensive Trip Coverage Plan Cost: Year 2001 (\$70)

Medical Cancellation Insurance

Waiver of the eTrav Medical Cancellation Fee of \$450 upon receipt of a letter from a physician stating that due to the medical condition of participant or member of his/her immediate family that it is inadvisable for the participant to travel at the current time.

Fig. 49

← 510

Travel Resources

Preparation is one of the keys to a fun and successful trip! Here are a few helpful resources to assist you as you get ready to travel, including information on applying for a passport, a list of what you'll need to pack.



[Passports](#)



[What to Pack](#)
[Itemized list](#)

Review the [Terms and Conditions](#) | [Student Release](#) | [Adult Release](#)

Passports

It's easy. Passports are required for all eTrav trips. Apply at least ten weeks before departure (sooner if you need a visa, see below). Contact your local post office or county building for the forms. You may also get an application online at the [passport services site](#).

The passport fee is \$40 if you are age 15 and under, and \$60 if you are age 16 and older. No additional documents or visas are required for US citizens traveling to Europe or Costa Rica.

Non-US Citizens

Non-US citizens are responsible for obtaining all documents required to enter the countries to be visited and for re-entry into the USA. Please consult the consular offices of all countries on your itinerary, as well as the US immigration office for complete information.

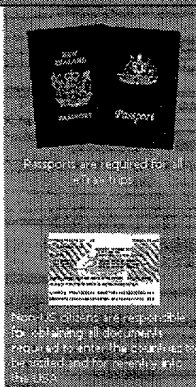


Fig. 50

← 520


What to Pack...

Since you will be carrying your own luggage on your trip, don't pack too much. Plan to wear some of your clothes a few times

Fig. 51
530 →

OutJourney [Contact](#) [Group Leader](#) [Group Resources](#) [Traveler List](#)

Journey To be assigned




To be assigned:

Contact:
Address: eTravel.com
 20 Park Plaza Suite 530
 Boston, MA
 02116
Email Address: shart@etravel.com

Biography:
 As a Vice-President of eTravel, Steve Hart is responsible for Journey Director and local host assignments in Europe, as well as training and supervision. He worked as a Journey Director in Europe for a number of years and as Overseas Coordinator in Spain for ACIS, so Steve knows what it takes to make a great Journey Director. At eTravel we recognize that your Journey Director is a very important part of an educational journey. They provide educational content, manage the travel logistics and become a friend along the way. Often our Journey Directors keep in contact with groups after they have returned home. With this philosophy in mind, Steve will assign a Journey Director or local host who best suits your needs and interests. Watch this space for a profile.

Area of Expertise:

Mr. Smith [Contact](#) [Group Leader](#) [Group Resources](#) [Traveler List](#)



Matt Smith Mr. Smith is a math and physics instructor at the Governor's School for Global Economics and Technology. He teaches 11th and 12th grade gifted and talented students from the following four counties in Southside Virginia: Brunswick, Greensville, Mecklenburg, and Nottoway. Mr. Smith is married, and his wife Donna will accompany him on this trip. Mr. Smith graduated from North Carolina State University with degrees in Mathematics and Mathematics Education.

Contact:
Address: Governor's School
 109 Gables Drive
 Albemarle, VA
 22922
Email Address: msmith200@unc.edu

Background:
Organization: Governor's School
Travel History: As a teenager, Mr. Smith lived in England for four and a half years when his father was stationed there while in the Air Force. His mother is from England, and the majority of her family still lives near London.

Donna Smith Mrs. Smith will join this Journey as an assistant.

Contact:
Address: P.O. Box 226
 19524 Lundy Rd.
 Dinwiddie, VA

Background:
Organization:
Travel History: She looks forward to a

Fig. 52

← 540



Welcome mattsmith,

In the Group Resources section, you can download pictures, articles, and other items related to this Journey. You could upload images and articles by sending an e-mail to info@...com.

Group Resources List: (click on the title to view the item)

Title:	Type:	Author:	Filename:	Size (bytes):
What Is and Is Not Included in the Trip Fee	Article		-NA-	-NA-

Fig. 53

← 550



The following people have expressed their interest in joining this trip by registering on this website, and have agreed to the eTrav Terms and Conditions, and the Release Terms. If you haven't registered, you may do so by [clicking here](#). The people on this list may or may not have submitted payment. The actual travelers will be those who submit payment to eTrav.

Journey Registrants:

Name	E-Mail Address	Current Bal.
Registered:		
Jessica Allen	jessallen@hotmail.com	\$1281
Kristy Boyter	kristyboyter@hotmail.com	\$981
Heather Clary	hottelife-guard@yahoo.com	\$891
Andrea Dantis	adantis1@hotmail.com	\$1286
MATTHEW GRIZZARD	gcg@aol.com	\$0
Michael Keetman	m.keetman@hotmail.com	\$1751
Joey Lopresti	jlovrice@hotmail.com	\$1181
Diane Randol	dmr_83@hotmail.com	\$1681
Timothy Robinson	trobinson@cs.cnet.com	\$1462
Michael Robinson	Mike_R15@hotmail.com	\$1681
Kimberly Sexton	jimgin@bvggs.net	\$0
Donna Smith	Donna.C.Smith@omusa.com	\$1462
Harrison Vaughan	harrison1@yahoo.com	\$1286
Thomas Zimmerman	tzimmm@hotmail.com	\$1286
Waitlisted:		

560 Fig. 54